

## QUARTERLY PROGRESS REPORT

Project Title:	Technology Transfer		
RFP NUMBER:		NJDOT RESEARCH PROJECT MANAGER: Nick Vitillo	
TASK ORDER NUMBER/Study Number: RF-CUNY 18 UTRC #49777-01-02		PRINCIPAL INVESTIGATOR: Robert Paaswell	
Start Date: January 1, 2002 End Date: December 31, 2002		Period Covered: September – December 31, 2002	

Planned Activities	% of Total	% of Task this quarter	% of Task to date	% of Total Complete
In-house Lecture Series	10%	0%	0%	0%
Visiting Scholars Seminar Series	20%	50%	50%	10%
Research Newsletter	20%	50%	50%	10%
US DOT Reporting Requirements (Annual Report, Semi-Annual Report, etc...)	20%	50%	100%	20%
Publication & Distribution of Research Papers	5%	100%	100%	5%
Distribute Request for Proposals	15%	100%	100%	15%
Participate in Conferences	10%	80%	100%	10%
Total	100%			70%

### 1. Progress this quarter by task:

- The work was begun for the fall newsletter.
- The UTRC completed the Annual Report in response to USDOT Grant Requirements. Member Universities were contacted to complete the USDOT Performance Indicators for submission to the USDOT.
- The UTRC staff completed publication of recent final reports and sent the reports to the USDOT, NJDOT and TRB.
- The UTRC attended NJDOT Quarterly report meetings and a budget meeting to discuss invoices.
- The NJDOT in-house lecture series was organized, however the first lecture was cancelled by NJDOT due to a conflict.

### 2. Proposed activities for next quarter by task

- Preparation for Quarterly meetings
- NJDOT In-house lecture series

- Fall Research Newsletter

3. List of deliverables provided in this quarter by task (product date)

4. Progress on Implementation and Training Activities

5. Problems/Proposed Solutions

6. Budget Summary

Total Project Budget(# of years) - 1 year	\$69,788
Total Project Expenditure to date	\$41,300
% of Total Project Budget Expended	59%
Task Order Number/Study Number:	RF-CUNY 18
Current Task Order Budget (# of years)	1 year
Actual Expenditure to date against current task order	\$29,663
% of current task order budget expended	59%